

**JEANNE CLERY DISCLOSURE OF CAMPUS SECURITY POLICY AND  
CAMPUS CRIME SECURITY ACT**

**HARTFORD CAMPUS**

Safety and security at Rensselaer at Hartford falls under the Operations & Facilities Department with the purpose to promote a safe, problem free environment for students, staff, and visitors. Responsibilities include monitoring the Tower, Seminar, and Plaza buildings, the parking garage, and the surface lots.

**Campus Environment**

The fifteen-acre campus is north of Hartford's central business district. The nine-level Tower and three-level Plaza buildings house classrooms, computer labs, faculty/staff offices, and support functions. The Seminar Hall building comfortably seats over 100 people for classes and seminars. The four level parking garage and surface lots provide 450 and 330 spaces, respectively.

**Campus Security**

Rensselaer at Hartford has a contract with First Security, a professional security agency, to provide three full-time and six part-time uniformed guards. The facility has an officer on duty 24 hours a day with three additional guards on duty Monday-Thursday evenings and two additional guards Friday evenings. The number of guards may vary during holidays, semester breaks, and special events.

Security's primary function is to observe the grounds and facilities, secure Rensselaer at Hartford buildings at posted times, and monitor for fire and other hazardous conditions. Security officers do not carry weapons or have the power to arrest; however, they will challenge and escort suspicious individuals off campus.

Foot patrols provide coverage and their visibility deters criminal activity.

As a member of Security Communication Access Network (SCAN), R@H receives information concerning criminal activity in the downtown Hartford area. Representatives from the Hartford Police Department (HPD) attend SCAN meetings to discuss crime trends and preventive measures. Also, HPD provides, through requests, a log of criminal activity in the adjoining campus area.

Rensselaer at Hartford provides a parking attendant from 6:30 a.m.-5:30 p.m., Monday-Friday. In addition to providing information to students and staff, the attendants also report suspicious behavior to Security.

Operations & Facilities, Security, the Parking attendants, and the Receptionist maintain communication through a Motorola, two-way radio system during normal business hours.

Security activates intrusion alarms at closing. Violation of the system alerts the guard on duty and Sonitrol, Inc., a monitoring service. If Sonitrol cannot contact the guard, the Hartford Police Department will be notified and they will investigate.

Each spring, bushes are trimmed to reduce areas where individuals can hide. Burnt out exterior lights are replaced, and locks and hardware are maintained in working condition and promptly repaired when inoperable.

## **Building Access**

Normal Building Hours:

Monday-Friday      7 AM - 11 PM

Saturday            7 AM - 6 PM

Sunday              11 AM - 6 PM

*Note:*

- Security attempts to notify students approximately 15-30 minutes prior to the facility's scheduled closing.
- Security will request students to leave the facility at closing.
- Hours may vary during Holiday periods and between semesters.
- Weekday and Saturday access is through the north Plaza (to Level 3) and the "tunnel" (off the main parking lot) entrances.
- Sunday access is through the "tunnel" entrance.

## **Procedures for Reporting**

In any hazardous or threatening situation, rapid notification to the proper personnel is important. We encourage students, faculty, visitors, and staff to notify the Receptionist of safety and security problems during normal building hours. If you witness a crime in progress, the Receptionist will notify on-site security and/or call the Hartford police department. Dial "0" using an on-campus phone to reach the Receptionist, or extension 2448 to reach Security. Staff size permits only intermittent monitoring of the security telephone. A receptionist is on duty

Monday-Thursday, 7:00 a.m. - 10 p.m.; Friday, 7:00 a.m.- 9:30 p.m.; Saturday, 8:30 a.m.- 5:30 p.m.; and Sunday, 11:00 a.m. - 5:30 p.m.

If you are a victim of a crime, but in no immediate danger, campus security will take a report and, if requested, contact the Hartford police. When reporting an incident, give your name and location. Try to describe individuals and events as completely as possible, including the location or direction taken by suspects.

Victims may make a voluntary, confidential report of a crime. That crime will be included in the crime statistics.

There currently is no policy concerning witnesses making voluntary, confidential crime reports.

### **Escort Service**

Security will provide escort service to parking areas upon request during normal building hours. The Receptionist will contact Security.

### **Prevention Information**

We publish information in our *Catalog & Student Handbook* advising students about the urban campus environment. Setback from Windsor Street, the open area in front of the facility acts as a buffer from the immediate residential and business neighbors. One should understand, however, that the campus is subject to similar criminal activity that occurs in the neighborhood that surrounds it.

Individual awareness is essential for any security program. Each person must take responsibility for personal belongings by following common sense precautions such as not leaving valuables unattended in classrooms, library, or offices. Valuables should be placed in the car trunk rather than left in plain view. Leave the facility with a friend or classmate whenever possible and have the key in your hand when you reach your car. You may also request a Security escort.

Periodically, security memos are distributed offering common sense safety measures. Operations & Facilities has prepared a volume of reference material to address security and sexual assault. The information is available for review in the Security office on Level 2.

Rensselaer at Hartford will issue notices whenever a crime is committed that is:

- Listed in the *Clery Act*.
- Represents a threat to the campus community.

### **Alcohol Abuse and Illegal Drugs**

Rensselaer at Hartford's policy on alcohol abuse and illegal drugs is published annually in the *Catalog & Student Handbook*. In summary, the policy states:

- Rensselaer at Hartford maintains an environment free from effects of alcohol, illegal drugs, and the misuse or abuse of prescription drugs.
- An individual under the influence of drugs or alcohol is subject to disciplinary actions and notification of law enforcement agencies.

### **Weapons on Campus**

Possession and/or use of firearms and/or dangerous weapons is strictly prohibited and may violate State law. This applies to students, staff, faculty, and visitors.

### **Sexual Harassment**

Incidents of sexual harassment should be reported to the Director of Admissions (860-548-2421) or Campus Security (860-548-2448). Rensselaer at Hartford's policy on sexual harassment is published annually in the *Catalog & Student Handbook*. In summary, the policy states:

- Rensselaer at Hartford is committed to providing a work and learning environment free from unwelcome sexual advances.
- Sexual harassment is defined as any unwelcome sexual advance, request for sexual favors, or any other physical or expressive behavior of a sexual nature.

### **Sexual Assault Policies**

Although Rensselaer at Hartford is a nonresidential institution, the threat of sexual assault still exists. A brief description of the four degrees of sexual assault is listed on the following page. A victim of sexual assault should report the incident to the Director of Admissions and/or campus security. Rensselaer at Hartford will assist the individual in contacting the Hartford Police Department, if desired. The Sexual Assault Crisis Service at the YWCA provides a 24-hr. hot line (860-522-6666).

Internal investigations will follow procedures listed in the *Catalog & Student Handbook* under Acts of Intolerance, while police investigations will follow their established operating procedures.

Rensselaer at Hartford has a strong interest in preserving a safe academic environment whether or not the behavior has been or could be subject to criminal law. Although disciplinary proceedings follow the basic rules of due process, they are not subject to rigid criminal procedures. Therefore, discipline may be imposed with a finding of probable violation of school rules, instead of guilt beyond a reasonable doubt.

### **Investigative Policies**

- Confidentiality of the internal proceedings guarantees and protects the victim's right to privacy.
- The accused and accuser will be notified of the outcome in any sexual assault case.
- Reasonable changes to the victim's academic or class schedules.

The victim of sexual assault has the right to choose when and if to press criminal charges.

Statistical Data for Crimes on Campus

Offense	Year		
	1996	1997	1998
Murder	0	0	0
Sexual Assault - Forcible	0	0	0
Sexual Assault - Non-Forcible	0	0	0
Robbery	1	0	0
Aggravated Assault	0	1	0
Burglary	8	7	2
MV Theft	0	0	0
Manslaughter	0	0	0
Arson	0	0	0
Arrests or persons referred for campus disciplinary action for liquor law violations drug-related violations, weapons possession:	0	0	0
Crimes where the victim is intentionally selected because of perceived race, gender, religion, sexual orientation, ethnicity, or disability:	0	0	0

There is no "Non-campus building or property."

There are no "Student Residences."

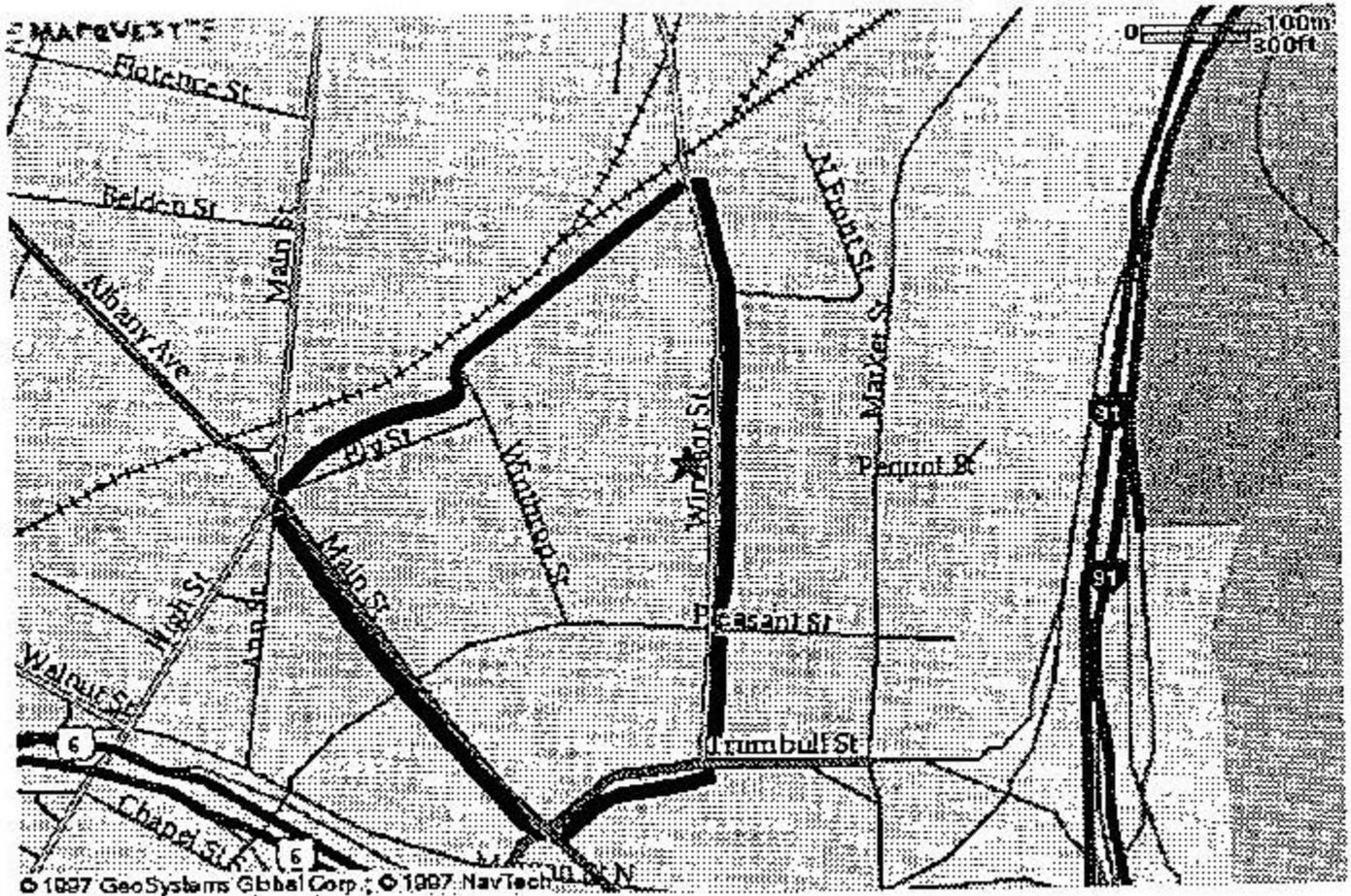
Statistical Data for Crimes on Public Property

*[Public Property covered is outlined on the street map below.]*

Offense	Year - 1998
Murder	0
Sexual Assault - Forcible	0
Sexual Assault - Non-forcible	0
Robbery	0
Aggravated Assault	1
Burglary	2
MV Theft	0

Manslaughter	0
Arson	0

## 275 Windsor Street, Hartford, CT 06120



### GROTON - AVERY POINT

Security falls under the direction of the UConn administration. Security reports are available at the Avery Point security office (860-446-0861).

A summary of the Avery Point security report follows:

- Officers have the same authority and responsibilities as any municipal police authority.
- The police are on duty 24 hours a day, year round; making vehicle and foot patrols.
- Crimes reported:

Offense	Year		
	1996	1997	1998
Murder	0	0	0
Sexual Assault - Forcible	0	0	0
Sexual Assault - Non-Forcible	0	0	0
Robbery	1	1	1
Aggravated Assault	0	1	0
Burglary	1	1	0
MV Theft	1	0	0
Manslaughter	0	0	0
Arson	0	0	0
Larceny	21	10	12
Arrests or persons referred for campus disciplinary action for liquor law violations drug-related violations, weapons possession:	0	0	0
Crimes where the victim is intentionally selected because of perceived race, gender, religion, sexual orientation, ethnicity, or disability:	0	0	0

## SEXUAL ASSAULT

### **Policy and Definitions**

Rensselaer at Hartford prohibits sexual assault in any form. R@H recognizes that the term sexual assault encompasses a wide range of exploitative and violent behaviors that exist on a continuum relative to the severity of the particular behavior. These behaviors include sexual harassment and 4 degrees of sexual assault.

In the *Catalog & Student Handbook*, sexual harassment is defined as deliberate, unsolicited and/or unwelcome verbal comments, gestures, or physical contact of a sexual nature.

### **Crime Definitions from the Uniform Crime Reporting Handbook:**

*Sex offenses/forcible:*

A. *Forcible rape:* The carnal knowledge of a person, forcibly and/ or against that person's will; or not forcibly or against the person's will where the victim is incapable of giving consent

because of his/her temporary or permanent mental or physical incapacity (or because of his/her youth).

B: *Forcible Sodomy*: Oral or anal sexual intercourse with another person, forcibly and/or against that person's will; or not forcibly against that person's will where the victim is incapable of giving consent because of his/her youth or his/her temporary or permanent mental or physical incapacity.

C: *Sexual Assault with an object*: The use of an object or instrument to unlawfully penetrate, however slightly, the genital or anal opening of the body of another person, forcibly and/or against that person's will; or not forcibly or against that person's will where the victim is incapable of giving consent because of his/her youth or his/her temporary or permanent mental or physical incapacity.

D: *Forcible Fondling*: The touching of the private body parts of another person for the purpose of sexual gratification, forcibly and/or against that person's will; or not forcibly or against that person's will where the victim is incapable of giving consent because of his/her youth or his/her temporary or permanent mental or physical incapacity.

Sexual offenses/non-forcible:

Unlawful, non-forcible sexual intercourse.

A. *Incest*: Non-forcible sexual intercourse between persons who are related to each other within degrees wherein marriage is prohibited by law.

B. *Statutory Rape*: Non-forcible sexual intercourse with a person who is under the statutory age of consent.

## **Connecticut State Law**

Forced sexual contact and forced sexual intercourse (or rape) constitute sexual assault and are serious crimes under Connecticut law. These crimes are punishable by imprisonment, probation, a criminal record, and/or a monetary fine.

R@H specifically prohibits sexual assault in all forms as defined above. Sexual assault can result in the involvement of law enforcement officials and severe sanctions under the R@H's Judicial Procedures, including suspension or expulsion from the R@H. R@H in no manner, stated or implied, intends to protect or shield students from their responsibilities under local, state, or federal laws. Therefore, a student may be held accountable under both systems.

## **Incidence and Prevalence of Sexual Assault**

National studies show that college and university students are more vulnerable to incidents of sexual assault than any other age group. In a number of recent college surveys, one out of four female students have reported that they have experienced incidents of sexual assault (forced sexual contact or forced sexual intercourse), and almost 90% of these women stated that they knew their assailant. In these reported incidents of sexual assault, 75% of the men and 55% of the women stated they had been intoxicated or under the influence of drugs. These studies reflect institutions with populations typically different from R@H. In addition to graduate studies, these institutions offer undergraduate studies, have a younger student population, and offer residential facilities. However, while differences exist, instances of sexual harassment and assault can still occur.

### **What a Woman Can Do to Prevent Sexual Assault:**

**Communicate Effectively:** Many women have difficulty confronting coercive behavior because they have been socialized to be "polite," but men may ignore or misunderstand "nice" or "polite" approaches. Be forceful. Say something like, "Stop this, I'm not enjoying it." If you do not want to be touched, say so. If he does **not** respect this, you always have the right to leave. Remember: communicate your feelings.

**Trust your instincts:** You have the right to trust your feelings even if you can't explain why. If you feel you are in a dangerous situation, you are probably right. Confront the person immediately or leave.

**Know that alcohol and drugs are often related to sexual assault:** The use of alcohol and drugs compromises both your ability to make responsible decisions and to communicate effectively.

### **What a Man Can Do to Prevent Sexual Assault:**

**Ask directly and don't assume:** Many men believe that it is a routine part of "seduction" to ignore a woman saying "no" and to assume she means "maybe" or even "yes." But without

clearly established consent, what is called seduction is actually sexual assault. Even after a person has given consent, he or she still has the right to change his or her mind.

**Listen to and respect her:** If you are getting a double message from someone, ask rather than assume. If she says it "no" to your advances, back off and suggest talking.

**Recognize that intoxication is no excuse:** Intoxication is not a defense for sexual assault. Consenting sex requires verbal communication without intimidation or threats. If she is intoxicated, help her; don't take advantage of her. If she has passed out or is not in control of herself, it is a crime to have sex with her.

### **What Men and Women Can Do:**

**Respect each other's feelings:** It is not necessary to agree with or fully understand what someone says in order to respect those feelings as real and valid. If one person does not want sexual activity to take place, the other person must accept that decision.

**Say what you mean:** Say exactly what it is you do and do not want to happen, even if it is embarrassing at first. Sex without discussion does not allow consent, or even minimal expectations to be communicated.

### **If you are sexually assaulted on campus:**

- **Get to a safe place as soon as you can.**
- **Contact Security** at ext. 2448 or contact the Receptionist on Level 3.
- **Try to preserve all physical evidence.** Do not wash or douche. Try not to urinate. If oral contact took place, do not eat, drink liquids, smoke, or brush your teeth.
- **Physical evidence may be found in the vicinity of the crime.** Do not touch or move anything until all evidence has been collected.
- **Get medical attention** as soon as possible to make sure you are physically okay and to collect important evidence in the event you may later wish to take legal action against your assailant.

While Rensselaer at Hartford does not offer counseling, the YWCA's Sexual Assault Crisis Service (SACS) provides a 24-hour hotline, 860-522-6666. Trained volunteer counselors are available to provide information and support; upon request, a SACS volunteer will also meet at the hospital any individual who has been sexually assaulted and provide support throughout the medical examination process. Other services include short-term counseling and referrals, and assistance in medical, legal and police matters.

### **If a friend is sexually assaulted:**

- Be supportive and reassuring
- Encourage reporting
- Encourage seeing a doctor
- Encourage contacting a counselor or sexual assault advisor
- Offer a safe place to stay
- Let friend know she/he is not to blame
- Listen, do not judge
- Be available (e.g., phone calls in the middle of the night)
- Be patient and understanding
- Be empowering (not overly protective)
- Be a good listener
- Assist in getting help (e.g., telephone numbers, transportation, etc.)

### **Past assault**

Many individuals experience sexual assault or abuse and don't tell anyone about it at the time of the incident. If you were assaulted weeks or even years ago, help is still available. Talking with someone now may help you cope better with abuse from the past, whether it was rape, child sexual abuse, incest, or sexual harassment.

### **Men Who Have Experienced Sexual Assault**

While most individuals who are sexually assaulted are woman, men can also experience sexual assault or abuse and are afforded the same services and support as women. Emotional support, counseling, medical treatment and options regarding legal/judicial procedures are available to all individuals who have been sexually assaulted.

### **Medical Treatment**

If you are sexually assaulted, medical attention should be sought as soon as possible after the assault. The purpose is:

- to treat physical injuries
- to ascertain the risk of sexually transmitted diseases or pregnancy and intervene accordingly
- to accurately gather any evidence that could aid prosecution. After the first 24 hours the quality of evidence usually decreases, but can be collected up to 72 hours after the assault.

### **Emergency Medical Services**

A highly specialized sexual assault exam should be completed as soon as possible. This exam can be performed at any of the area hospitals. The emergency rooms: St. Francis (548-4001) and Hartford Hospital (545-0000).

**Note: If you seek treatment at a local hospital and police are contacted, this does not mean you have to proceed with criminal charges.**

### **Non-Emergency Medical Services**

Follow-up and routine gynecological services for those who have experienced sexual assault can be provided at local hospitals.

### **Reporting to Campus Security**

Reporting the assault to Security helps to:

- protect you and others from future victimization.
- apprehend the alleged assailant.
- maintain future options regarding criminal prosecution, R@H disciplinary action, and/or civil action against your assailant.

The responding officer will interview you regarding the facts surrounding, the assault. You will be asked to identify, if you can, or describe the assailant(s). You may be asked about the scene of the crime. To identify witnesses, and to describe what happened before and after the incident. The responding officer will make a written report, which will be important in the event you wish to file a formal complaint, either immediately or at a later date, with the local authorities. You may wish to have a support person with you during this process.

**Reporting the incident is a separate step from choosing to file a formal complaint. When you file a report with Campus Security, you are not obligated to continue with legal proceedings or Rensselaer at Hartford disciplinary action.**